Subject: Re: CF 20-0941 HACLA Controller Instructions
From: Crista Binder <crista.binder@lacity.org>
Date: 10/15/20, 12:42 PM
To: Meg Barclay <meg.barclay@lacity.org>
CC: Bob Wingenroth <bob.wingenroth@lacity.org>, Frieda Huang <frieda.huang@lacity.org>

Let me see what I can do. Copying Bob Wingenroth and Frieda Huang on this for help.

On Thu, Oct 15, 2020 at 12:16 PM Meg Barclay <meg.barclay@lacity.org> wrote:

> Hello Ms. Binder,
>
> I'm sorry to bug you, but we have a rush request for review of some controllers instructions for a report on state funding to purchase hotels for homeless housing. It seems like Min is out today, and we really need a response to release this report by 1p. Can you help us out? Thank you so much. Here's the link to the document in the original email.
>
> Thanks you again so much.
>
> Meg
>
> ---------- Forwarded message ---------
> From: **Meg Barclay** <meg.barclay@lacity.org>
> Date: Thu, Oct 15, 2020 at 12:05 PM
> Subject: Re: CF 20-0941 HACLA Controller Instructions
> To: Claire No <claire.no@lacity.org>
> Cc: Michelle Le <Michelle.Le@lacity.org>, Minyeong Chen <minyeong.chen@lacity.org>, Frieda Huang <frieda.huang@lacity.org>, Teresa Kyu Li <teresa.kyu.li@lacity.org>, Elyse Matson <elyse.matson@lacity.org>
>
> Thanks for any help you can provide on this. So sorry about the rush, but we are under a deadline to release this report at 1p.
>
> On Thu, Oct 15, 2020 at 11:58 AM Claire No <claire.no@lacity.org> wrote:
>
> > Hi Michelle,
> >
> > I sincerely apologize for the rush request but may I please ask to see below rec and draft controller instructions and confirm if they look ok to be released? and for us to complete transactions once the reports are approved by both Council and Mayor? Please confirm asap or no later than 12:10 pm if possible. Once again, I sincerely apologize for such a rush request. Thank you.
> >
> > CF 20-0941 approved on 8/12/2020
> >
> > - AUTHORIZE the CAO to enter into an Agreement, reviewed and approved by the City Attorney, with the Housing Authority of the City of Los Angeles outlining the roles and responsibilities as co-applicants to the State of California Homekey Program Notice of Funding Availability
> >
> > CAO 20-0941 draft CAO report - controller instructions
> >
> > Please feel free to ask if you have any questions.
> > --
> > Thank you,
> >
> > Claire Su Kyung No
> > Office of the City Administrative Officer
> > (213) 473-7520
> > claire.no@lacity.org
> >
> > On Thu, Oct 15, 2020 at 11:26 AM Claire No <claire.no@lacity.org> wrote:
> >
> > > Michelle,
> > >
> > > FYI. CF 20-0941 CAO report dated 8/7/2020 Rec 2 also authorized CAO to enter into an Agreement with HACLA. Thank you.
> > >
> > > Please feel free to ask if you have any questions.
> > > --
> > > Thank you,
> > >
> > > Claire Su Kyung No
> > > Office of the City Administrative Officer
> > > (213) 473-7520
> > > claire.no@lacity.org
> > >
> > > On Thu, Oct 15, 2020 at 11:13 AM Claire No <claire.no@lacity.org> wrote:
> > >
> > > > +Minyeong Chen
> > > >
> > > > --
> > > > Thank you,
> > > >
> > > > Claire Su Kyung No
> > > > Office of the City Administrative Officer
> > > > (213) 473-7520
> > > > claire.no@lacity.org
> > > >
> > > > On Thu, Oct 15, 2020 at 11:11 AM Claire No <claire.no@lacity.org> wrote:
> > > >
> > > > > Hi Michelle,
> > > > >
> > > > > I have done a little bit of research myself, and the CAO report 8/7/2020 is not the report that was adopted for CF 20-0941. By reviewing the Council agenda and meeting minutes, Motion (CEDILLO - MARTINEZ) and Communication from the CAO (CAO report 8/12/2020) and Resolution relative to recommendations regarding the State of California Department of Housing and Community Development Homekey Program Notice of Funding Availability were adopted on 8/11/2020.
> > > > >
> > > > > Council Meeting Journal 8/11/2020 Item 29 Rec 2. I believe this should suffice the MOU part of the transfers relative to the matching funding for Homekey Program applications.
> > > > >
> > > > > - AUTHORIZE the CAO to enter into an Agreement, reviewed and approved by the City Attorney, with the Housing Authority of the City of Los Angeles outlining the roles and responsibilities as co-applicants to the State of California Homekey Program Notice of Funding Availability
> > > > >
> > > > > Can CAO use the above MOU as the transfer/payment authority? With that MOU, does the controller instructions look ok in the attachment? Thank you very much.
> > > > >
> > > > > Meanwhile, I will coordinate with the City Clerk's office to update the CAF file with correct information. Thank you.
> > > > >
> > > > > Please feel free to ask if you have any questions.
> > > > > --
> > > > > Thank you,
> > > > >
> > > > > Claire Su Kyung No
> > > > > Office of the City Administrative Officer

(213) 473-7520
claire.no@lacity.org

On Thu, Oct 15, 2020 at 10:24 AM Claire No <claire.no@lacity.org> wrote:

Hi Michelle,

Please see below approved CF and attached controller instructions to be included in the next CAO report. May I please ask for your guidance on the controller instructions if any adjustments are needed. I sincerely apologize for the rush but may I please ask for your guidance asap if possible? Thank you very much for your help as always.

CF 20-0941 CAO Report dated 8/7/2020 Rec 3 CAF 8/12/2020

- APPROVE up to $150 million in COVID-19 Federal Relief Fund monies for the matching funds for successful Homekey Program applications;

Please feel free to ask if you have any questions.
--
Thank you,

Claire Su Kyung No
Office of the City Administrative Officer
(213) 473-7520
claire.no@lacity.org

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Meg Barclay
Homeless Coordinator
Office of the City Administrative Officer
Email: meg.barclay@lacity.org
Phone: (213) 978-1681

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